

1. The Coffey County Commission Chambers opened at 8:00 a.m. Tuesday, January 22, 2002, to individually review correspondence. Chairman Gene Merry called the meeting to order at 9:00 a.m. with members Fred Rowley, Jr., Johnnie Sleezer, Tim Sipe and Larry Crotts present. Also present were County Clerk Vernon Birk, Administrative Coordinator Mary Bloomer and County Attorney Doug Witteman. WCNOC Representative Jeannene Ryan was present for part of the meeting.

2. Sipe moved to approve the minutes of Monday, January 14, 2002, as corrected, seconded by Sleezer. Motion carried. Corrections were: Monday, January 14, 2002, paragraph 22, delete 'Industrial'. Paragraph 26, delete 'In essence' in last sentence. Paragraph 28, add "architect's" before 'contracts', delete 'an oil', replace with "a maintenance".

3. **CONSENT AGENDA:**

A. Move to approve the contribution of \$500.00 to the Burlington After-Prom Committee, with funds to come from the Special Parks and Recreation Fund.

B. Upon the recommendation of the Health Department Administrator, move to authorize and direct the Chairman to sign the job description for the Prescription Assistance Program Coordinator.

C. Upon the recommendation of the Health Department Administrator, move to authorize and direct the Chairman to sign the revised Table of Organization for the Health Department. The revision included the position of the Prescription Assistance Program Coordinator.

D. Upon the recommendation of the Health Department Administrator, move to authorize and direct the Chairman to sign the Coffey County Payroll Notice for Sallee Hess, UT Temp Prescription Assistance Program Coordinator, at a classification of T/P-I-a(-), and an hourly rate of \$6.96, effective January 22, 2002.

E. Move to approve the revised Coffey County Position and Wage Classification Chart. The revision is the addition of the Prescription Assistance Program Coordinator.

F. Upon the recommendation of the County Engineer, move to authorize and direct the Chairman to sign the Coffey County Payroll Notice for Adam Hoch, as Tradesman, at a classification of M-III-b and an hourly wage of \$10.81, effective February 1, 2002.

3 a. Crotts moved to approve the Consent Agenda as submitted, seconded by Sleezer. Motion carried.

4. Elizabeth Maxwell, East Central Kansas Area Agency on Aging (ECKAAA) Director, updated the Board on the years' activities of the agency. Maxwell also presented an information packet to the Board for their reference.
5. Becky Jewett, Emergency Preparedness Coordinator, presented and explained the strategic goals for the Emergency Preparedness Department.
6. At approximately 10:00 a.m., the Chairman called for a motion to enter into a public hearing.
  - 6 a. Sleezer moved to enter into a public hearing regarding the disposal of two (2) vehicles, more particularly described as one (1) 1998 Ford Crown Victoria dark gray in color and one (1) 1998 Ford Crown Victoria blue in color, seconded by Rowley. Motion carried. No public persons were present to object or comment on the disposal.
  - 6 b. Sipe moved to close this public hearing regarding the disposal of two (2) 1998 Ford Crown Victoria vehicles, seconded by Sleezer. Motion carried.
  - 6 c. Rowley moved, upon the recommendation of the Sheriff's Department and approval of the County Attorney, to dispose of two (2) vehicles, more particularly described as one (1) 1998 Ford Crown Victoria Dark gray in color and one (1) 1998 Ford Crown Victoria blue in color by trade-in sale to Crow-Moddie Ford for \$2,500.00 and \$3,000.00, respectively, seconded by Sipe. Motion carried, 4-yes, 1-no, Crotts.
7. The Board continued discussion with the Emergency Preparedness Coordinator regarding the goals and proposed upcoming changes in her department.
8. Jon Hotaling, Economic Development Director, presented his weekly report for the week of January 14<sup>th</sup> to January 18<sup>th</sup>, 2002.
9. The Board held a lengthy discussion on Item No. 95-3 regarding the sale of the former Country Critter's property. The County Attorney will follow up on some of the pending issues.
10. Sipe moved to find the following County property, to wit: The property formerly known as the Caldwell Implement building or Greenlight Auto Parts building and connecting metal building with open parking area located on the Southwest corner of 2<sup>nd</sup> Street & Neosho Street, legally described as:

Lot One (1) and Two (2), in Block Fifty-one (51), in the City of Burlington,  
Kansas

is no longer required or cannot be prudently used for public purposes of the County and as such should be disposed of by sealed bid sale to the highest and best bidder and to publish notice of the Board's intent to sell or dispose of such property by publishing the

Invitation to Bid once each week for three (3) consecutive weeks in the official County newspaper, seconded by Sleezer. Motion carried.

**11.** Sleezer moved to find that the following County property, to wit:

The property known as the Bargain Center, located at 212 Neosho Street, legally described as:

The East Half (E1/2) of Lot Ten (10), excepting the South Seventy-one (71) feet of the West Nine (9) inches of the East Half (E1/2) of Lot Ten (10), all of Lot Eleven (11), the West Thirty-seven (37) feet and Four (4) inches of Lot Twelve (12) which includes the West Half (W1/2) of the West Wall of the building located on the East Thirteen (13) feet of said Lot Twelve (12), in Block Thirty-eight (38), in the City of Burlington, Kansas

is no longer required or cannot be prudently used for public purposes of the County and as such should be disposed of by sealed bid sale to the highest and best bidder and to publish notice of the Board's intent to sell or dispose of such property by publishing the Invitation to Bid once each week for three (3) consecutive weeks in the official County newspaper, seconded by Rowley. Motion carried.

**12.** Crotts moved to find the following County property, to wit:

The property known as vacant lots directly south of the property formerly known as the Caldwell Implement building or Greenlight Auto Parts building and connecting metal building with open parking area and the property formerly known as Country Critters, legally described as:

Lot Twelve (12), Thirteen (13), and Fourteen (14), in Block Fifty-one (51), in the City of Burlington, Coffey County, Kansas

is no longer required or cannot be prudently used for public purposes of the County and as such should be disposed of by sealed bid sale to the highest and best bidder and to publish notice of the Board's intent to sell or dispose of such property by publishing the Invitation to Bid once each week for three (3) consecutive weeks in the official County newspaper, seconded by Sleezer. Motion carried.

**13.** The Economic Development Director continued with his report.

**14.** Item No. 95-3; Hotaling worked on the Country Critters legal descriptions and verified the appraisals. Hotaling took the legal descriptions, mapping and deeds to Polly Epting. Epting will perform the title search, etc. to provide information on the easements, liens, mortgages, etc. Her report will be completed for the January 28<sup>th</sup> Commission meeting.

**15.** Item No. 95-3; Hotaling showed the Greenlight Auto building to another prospect.

- 16.** Item No. 95-25; Hotaling sent letters to the cities of Gridley, New Strawn, and Lebo requesting additional city lake brochures for the Wichita Sports, Boat and Travel Show, February 13<sup>th</sup> – 17<sup>th</sup>. Hotaling offered to provide \$100.00 of the printing costs for additional brochures for each community.
- 17.** Item No. 98-6; Hotaling faxed information to the SEKRPC on appointments made in June 2000 by the Coffey County Commission to serve on the SEKRPC Loan Committees and Commissions. Appointments expire June 2003.
- 18.** Item No. 98-7; Hotaling attended the SEKTR meeting at Big Brutus on January 17<sup>th</sup> with Commissioner Gene Merry and Chamber Executive Director Sid Meeker. The members discussed the Kansas Sampler Festival and provided updates on local tourism events and activities. An educational presentation was made on the festival organizations and logistics. Hotaling will present information on highway signage to the organization at their March meeting.
- 19.** Item No. 98-10; Hotaling attended the SEK, Inc. Board meeting and Trustees meeting. The organization's annual meeting and dinner will be held February 19<sup>th</sup> at the Chanute Country Club. Former Governor Mike Hayden will be the speaker.
- 20.** Item No. 01-3; Hotaling attended Artrain Committee meeting in LeRoy. Hotaling updated the committee on advertising materials and delivered the window clings promoting the event to committee members. Hotaling finalized the banner information and got permission from one landowner for placement of a banner.
- 21.** Hotaling spoke with Mikel Kline of Kepco concerning a news release for the peaking generator project now underway. Kline stated that Bruce Graham had provided the information to the local press. Kline also reported that the site has been leveled with hope to pour concrete in February. The project should be completed in late May and Hotaling will work with him concerning a wire cutting and reception.
- 22.** Hotaling inspected the possible mural sites in Waverly, Lebo, Gridley and LeRoy with Commissioner Merry. Hotaling finalized the list for the mural committee meeting on Tuesday, January 29<sup>th</sup>.
- 23.** Hub Caspar presented the weekly report dated January 22, 2002. Robert Reed, Road Supervisor, and John Zuern, Administrative Assistant, were also present.
- 24.** Item No. 93-01; Road Permit Report: No Road Permits were issued during the past week.
- 25.** Item No. 99-99; Zoning Permit/Applications Report: No Zoning Permits were issued during the past week.

- 26. Item No. 99-13; Landfill: Annual Waste Summary for 2001. New Supervisor starts today.
- 27. Item No. 2002-02; Security Measures – West Patio Area: Review proposed plan and quotes.
- 28. Zuern presented plans and quotes for security measures for the west patio area consisting of two planters and two bollards. Quotes presented:

	<u>2 Planters</u>	<u>2 Bollards</u>	<u>Total</u>
Wausau Tile	\$ 892.00	\$ 552.00	\$1,444.00
<b>Doty &amp; Sons Concrete Products, Inc.</b>	\$ 672.30	\$ 346.80 (Frt. \$425.38)	\$1,444.48

- 28 a. Merry moved, upon the recommendation of the Highway Department Administrative Assistant, to accept the bid of Wausau Tile for Planters and Bollards at a total cost of \$1,444.00, with funds to come from Courthouse General, Capital Outlay Line, seconded by Sleezer. Motion carried.
- 29. The Board discussed installing a debris fence at the Coffey County Landfill. Reed said it would probably be installed within two (2) weeks.
- 30. The Board discussed locations for handicapped parking for vans. The Engineer's office will look at different possibilities and come back and discuss it next Monday. JoAnn Raaf, ADA Coordinator, was present for this discussion.
- 31. The Road and Bridge Department is awaiting a letter from the Union Pacific Railroad regarding special accommodations for the Artrain coming to LeRoy in March.
- 32. Item No. 2002-05; Traffic Study of Intersections: The consulting firm of Tran Systems has been hired by KDOT to prepare an evaluation of 12<sup>th</sup> and Shetland. 22<sup>nd</sup> & Fauna Road. This location may be considered for a traffic study in the future.
- 33. The Board discussed adding a longevity program and a shared leave policy to the County's benefits. The Department Heads were present for the discussion and made several comments. A lengthy discussion followed with no action being taken by the Board. This item will be placed on the Agenda for 11:30 a.m. Monday, January 28<sup>th</sup>, 2002.
- 34. Chairman Gene Merry left the meeting at 12:15 p.m. for another appointment.
- 35. The Board will sign warrants and vouchers on Tuesday, January 29, 2002, at 8:30 a.m.

**36.** Rowley moved to authorize and direct the Vice-Chairman to sign a cereal malt beverage license for Phillips Petroleum Company, 2740 Fauna Road, Lebo, Kansas, in Lincoln Township, seconded by Crotts. Motion carried.

**37.** Sleezer moved to adjourn the meeting at 12:55 p.m., seconded by Rowley. Motion carried.

**CORRESPONDENCE:**

Response Optional

1. Emergency Management Support Association of Kansas – Notice of Seminar

Response Not Required

2. City of Gridley – Minutes 1-7-02; year 2001
3. City of New Strawn – Minutes 12-19; 12-6; & 11-8
4. City of Burlington – Minutes 12-31-01
5. KAC – Legislative Update 1-18-02 and 2002 Legislative Platform booklets
6. Hawver’s Capitol Report Bulletin 1-12; 1-14; 1-16; 1-17 & 1-18
7. KDOT, Public Notice Summary for January 2002
8. Fire District – Minutes 12-17-01
9. Blue Cross Blue Shield – Letter regarding proposed merger

Minutes, January 22, 2002

Signed:

Attest:

Chairman

County Clerk